

# **TRiFOCAL Resource Bank: User guide**



# What is the resource bank?

- Interactive, multi-stakeholder platform
- Evidence, guidance and examples of campaign materials can be downloaded
- Accessible via the TRiFOCAL project website: [resources.trifocal.eu.com](https://resources.trifocal.eu.com)







## Transforming City Food Habits for Life

Making small changes that add up to a big difference

### **Food Waste Prevention**

Prevent food waste by changing planning, shopping, storage and meal preparation behaviour.

### **Healthy Sustainable Eating**

Promote healthy and sustainable eating by changing purchasing and preparation practices.

### **Recycling Inedible Food**

The recycling of unavoidable food waste.

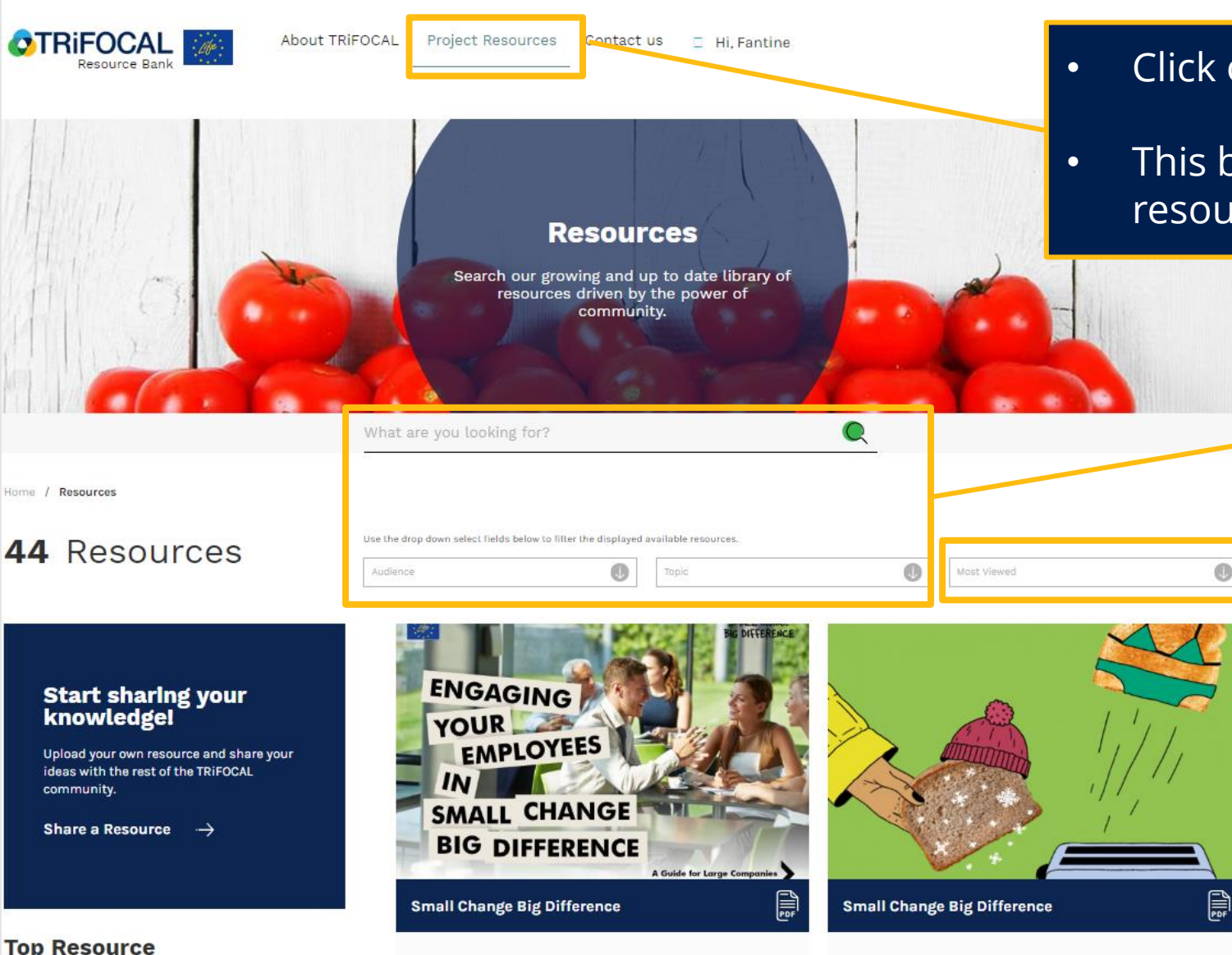
# Resource bank user guide

In this user guide, you will learn how to:

- Search for a resource
- Download a resource
- Share a resource



# Search for a resource



The screenshot shows the TRiFOCAL Resource Bank website. At the top, there is a navigation bar with the TRiFOCAL logo, the text 'Resource Bank', and a European Union flag. To the right of the logo, there are links for 'About TRiFOCAL', 'Project Resources' (highlighted with a yellow box), and 'Contact us'. A user greeting 'Hi, Fantine' is also visible. Below the navigation bar is a large banner image of tomatoes with a dark blue circle containing the word 'Resources' and the text 'Search our growing and up to date library of resources driven by the power of community.' Below the banner is a search bar with the placeholder text 'What are you looking for?' and a magnifying glass icon. Below the search bar are three filter dropdown menus: 'Audience', 'Topic', and 'Most Viewed'. Below the filters, there is a section titled '44 Resources'. On the left, there is a dark blue box with the text 'Start sharing your knowledge!' and 'Upload your own resource and share your ideas with the rest of the TRiFOCAL community.' Below this is a 'Share a Resource' button with a right-pointing arrow. Below the 'Share a Resource' button is the text 'Top Resource'. Below the 'Top Resource' text are two resource cards. The first card is titled 'ENGAGING YOUR EMPLOYEES IN SMALL CHANGE BIG DIFFERENCE' and is subtitled 'A Guide for Large Companies'. The second card is titled 'Small Change Big Difference' and features an illustration of a hand holding a pink beanie over a snowflake.

- Click on **Project Resources**
- This brings you to the TRiFOCAL resources page

## You can search a resource by using:

- Free text
- Filter by audience type
- Filter by topic

## And you can sort the resources by:

- Alphabetical
- Most viewed
- Newest to oldest
- Oldest to newest



# Download a resource

- Ensure that you are signed in to your account
- Click on any resource from the **Project Resources** page
- This brings up a new page containing an overview of that resource as well as the **download link** and similar resources
- **Click the link** to download the file



## Small Change Big Difference Wishing Tree Tag

Uploaded by: [Paige Melville](#)  
Updated on: 6th February 2019  
Author(s): Natalie Heath

Businesses

### Overview

UK users: not to be used outside of London until April 2019

Print ready artwork for tree tags - suitable for events. Design files are available on request.


Contact name: Natalie Heath  
Contact email: [hello@smallchangebigdifference.london](mailto:hello@smallchangebigdifference.london)

### Files

[SCBD Wishing-Tree Tag 55x10.pdf](#)


637 KB

# Share a resource

- Click on any resource from the **Project Resources** page
- Click on  **Share**
- You can then share a link to the resource page on your social media account (Twitter, Facebook, LinkedIn)





### Share this with your friends


Write your comment here...




Resources Archive - TRiFOCAL Resource Bank  
<http://resources.trifocal.eu.com/resources/>

Pick one or more destinations:

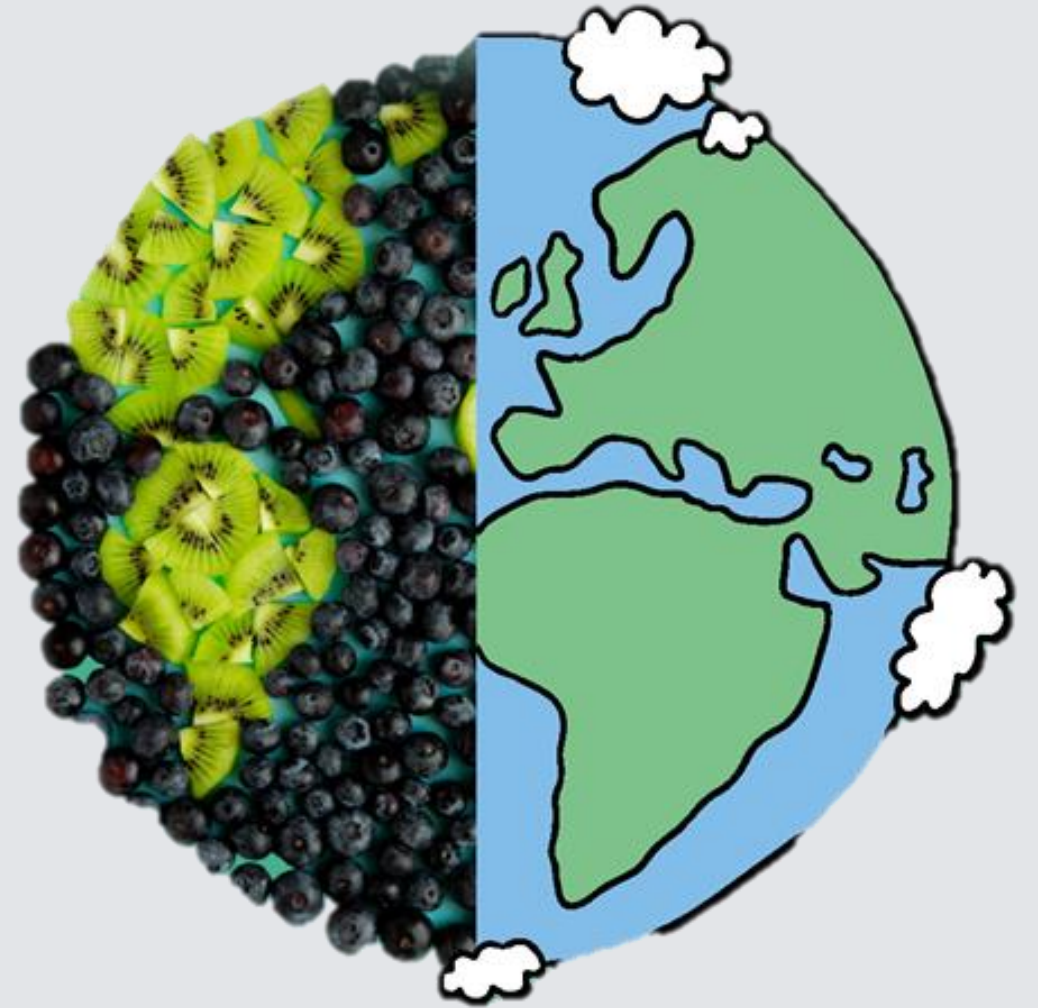




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# What's next?

- Download materials used in London
- Share the resource bank with your network
- Promote your favourite resources





Connect with us



## SMALL CHANGE BIG DIFFERENCE

**#SmallChange**

Twitter: @SmallChangeFood

Instagram: @SmallChangeBigDifference

Facebook: @SmallChangeBigDifferenceLondon

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